

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO.30

September 10, 2001

SUBJECT: DUTY TO REPORT MISCONDUCT - REVISED

PURPOSE: The United States Department of Justice and the City of Los Angeles have entered into a legally binding agreement known as the Consent Decree. This agreement, in part, stipulates that employees shall continue to report misconduct to a supervisor without delay. However, employees may now opt to report misconduct directly to Internal Affairs Group.

This Order amends the procedure for reporting misconduct.

PROCEDURE:

I. MISCONDUCT DEFINED. As stated in Section 3/805.25 of the Department Manual, misconduct is defined as:

- * Commission of a criminal offense;
- * Neglect of duty;
- * Violation of Department policies, rules, or procedures; and,
- * Conduct which may tend to reflect unfavorably upon the employee or the Department.

II. DUTY TO REPORT MISCONDUCT - REVISED.

A. Employee's Responsibility. An employee who becomes aware of possible misconduct by any member of the Department shall immediately report the incident to a supervisor or directly to Internal Affairs Group (IAG). This requirement applies to all employees, including supervisory personnel and managers (the rank of captain or above) who learn of possible misconduct through the review of an employee's work.

Note: Failure to voluntarily report alleged misconduct is subject to discipline, if sustained.

B. Supervisor's Responsibility. When a supervisor becomes aware of a complaint of misconduct alleged against a Department employee, the supervisor shall be guided by existing Department procedure. If, during the course of a complaint investigation, the investigating supervisor has reason to believe that additional misconduct may have occurred, other than that alleged by the complainant, the investigating

supervisor shall either record the additional misconduct as a separate allegation on the original complaint or initiate a new complaint as appropriate.

AMENDMENTS: This Order amends Sections 1/210.46, 3/815.05, and 3/815.25 of the Department Manual.

AUDIT RESPONSIBILITY: The Commanding Officer, IAG, shall monitor compliance with this directive in accordance with Department Manual Section 0/080.30.

BERNARD C. PARKS
Chief of Police

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